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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training  
THROUGH: Deputy Director of Training  
FROM : Registrar/TR

DATE: 6 November 1958

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SUBJECT: Weekly Activity Report No. 44  
29 October - 4 November 1958

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Class. CHANGED TO: TS S (C)

LDA Memo, 4 Apr 77

Auth: DDA REG. 77/176

Date: 09 MAR 1978 By: I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

1. From the viewpoint of one wearing several hats, I feel a few comments are in order on the Writing Workshop (Regulations). As a regularly enrolled student, I may state unequivocally that  is outstanding in his quest for identifying the problem and fulfilling the training need. As the Registrar, I've euchred  from vocal auditor status to regular enrollment. As an individual in the OTR family, I'm embarrassed that we must release training handout materials as unsightly as the attached, for lack of "nice" reproduction facilities. The DD/S Training Officer has raised the question, I know, as to why we can't afford better arrangements in view of the continuing need in a training situation.

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2. We have reviewed the case of , the GS-5, NEA candidate for the February Operations course, with the A&E Staff and with NEA. A&E indicated that  appears to have the basic ability to handle the course but may be somewhat slower than the JOs; however, with proper motivation, he could successfully compete with the group and complete the course. The NEA Training Officer and the responsible branch chief were informed of A&E's comments, and of the fact that the class would be comprised of JOTs. Both agreed that there was no doubt that  was properly motivated. From their viewpoint, he is a "comer".

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On the basis of this review, we have accepted . Thus, the student body will be 48 JOTs, plus  and  in confirmation of my recent instructions from DTR. C/JOTP has been furnished a copy of this item.

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3. Among newer developments:

a. The Department of the Navy announced a seminar for 12 November on The Status of Digital Computer and Data Processing Development in the Soviet Union. Karamessines, [ ] and TLOs from OCR, Comptroller, Management and Personnel informed. We also notified [ ]

b. An invitation from Johns Hopkins University for three of our employees to participate in a symposium on The Next Decade in Countermeasures at Baltimore. [ ] very interested; TSS may have interest; OSI will probably nominate someone. The title is a bit misleading, it deals with outer space.

c. ACSI is giving a series of briefings to the Deputy Director of Plans for Special Warfare and his staff during November and December, on resistance potential and psychological vulnerabilities in countries of Sino-Soviet bloc. There are separate briefings on Rumania, Bulgaria, Albania, and U.S.S.R. Initially, we're notifying OS, LAS, SIC and A&E.

4. Two courses are well oversubscribed already before registration closing date - IOC and Admin Procedures. [ ] is screening requests. Two other courses, CI Fam and Introduction to Supervision are quite low as registration closing approaches.

5. C/PPS directed [ ] to us for information on names of NWC faculty members. [ ] probably wants to tap the faculty for speakers in his planning for an FE area course in LAS. [ ] has arranged to obtain the complete faculty roster.

6. [ ] has requested part-time Spanish training through mid-December. Neither standard internal, or off-duty hours courses, nor FSI can meet the requirement. We are exploring the use of one of the Agency employees who has tested out at high proficiency as an after-hours tutor. After all our efforts, however, it looks as though we will have to authorize Sanz or Berlitz.

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8. A special courier was required to accommodate an urgent request from Mr. Kirkpatrick's office, for the loan of catalogs of Amherst, Mount Holyoke, Smith, and U. of Massachusetts.

9. Our employees have returned from the hospital and sick leave and we're back to 100% attendance. In reality, it's 100% for we're putting in overtime to get the coded training record verified and usable. Ten worked on Saturday, and twelve on Wednesday night.

10. On the Harvard applicants all material will be ready on the two principals by Wednesday noon, November 12. In former years, the deadline established by the University was 1 December, but for the first time they've advanced it to 15 November.

25X1 11. [ ] is making an analysis of the proportion of our total training effort which is devoted to component conducted training. His findings should be available next week.

DDS 12. During the week 29 October - 4 November 1958, there were 901 persons enrolled in OTR conducted training. The breakdown for enrollment is as follows:

148 enrolled in 30 classes (10 languages) before hours  
121 enrolled in 24 classes (11 languages) after hours  
222 enrolled in 37 classes (14 languages) during hours  
164 enrolled in 9 Intelligence School courses  
92 enrolled in 5 Operations School courses  
14 enrolled in 1 SIC course  
14 enrolled in 3 area courses  
59 enrolled in the JOT Program  
41 enrolled in Project USEFUL  
12 IAC agency personnel  
14 Dependents

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